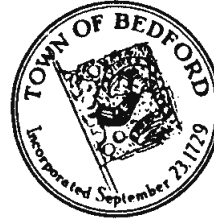


BEDFORD FREE PUBLIC LIBRARY

7 Mudge Way
Bedford, Massachusetts 01730



www.bedfordlibrary.net

Richard Callaghan, Director

Tel: 781.275.9440
Fax: 781.275.3590

May 15, 2014

JOB OPENING: SENIOR LIBRARIAN

HEAD OF REFERENCE & ADULT SERVICES (FULL-TIME)

BEDFORD FREE PUBLIC LIBRARY

The Bedford Free Public Library in Bedford, Massachusetts (pop. 14,200), is seeking an energetic, enthusiastic and patron-focused librarian to be our full-time Head of Reference & Adult Services. This person will manage the Reference Department under the general direction of the Assistant Director and the Library Director.

This position requires a Master's in Library & Information Science from an ALA-accredited institution and a minimum of three years of professional library experience. One to three years of management and supervisory experience preferred. Familiarity with adult programming and teaching technology is highly desirable.

The ideal candidate will possess exceptional public service skills; s/he must be tech-savvy, innovative and forward-looking. The candidate will be able to work independently within a team environment.

Qualifications include: excellent reference and readers' advisory knowledge and skills; strong supervisory and training skills; effective communication and organizational skills, and a keen interest in current and emerging library and technology trends.

This position is 40 hours per week, with one evening a week and one Saturday a month required. The salary range is \$52,690 to \$69,814, depending on experience, with a full town benefits package.

Please send a cover letter, resume and the required Town of Bedford application (available online at www.bedfordma.org) to the Bedford Free Public Library, 7 Mudge Way, Bedford MA 01730. Please direct all inquiries to Noreen O'Gara, Assistant Library Director at Nogara@minlib.net or 781-275-9440.

Applications received by June 13, 2014 will receive first consideration.

The Town of Bedford is an Equal Opportunity/Affirmative Action Employer